



Calhoun County

Office of Senior Services

"Building A Better County Through Responsive Leadership"

315 W. Green Street
Marshall, MI 4906
www.calhouncountymi.gov/seniorservices

Office: 269-781-0846
Toll Free: 877-645-5243
Fax: 269-781-0770

Carl A. Gibson, Ph. D.
Senior Services Manager
cagibson@calhouncountymi.gov

January 30, 2013

Dear Agency Representative:

As we get ready for the 4th Annual **Marshall Area Senior Fair**, your organization is invited to participate!

The Senior Fair will be held on Thursday, April 4, 2013, from 10:00 a.m. to 1:30 p.m., at the Marshall Middle School-gymnasium. It is located at 100 East Green Street in historic downtown Marshall. If you participated in the Senior Fair last year, you know that over 250 older adults received information from 55 vendors last year. And with additional floor space for more vendors, we expect to connect with many more!

The day will include drumming classes, fun activity and turkey sandwiches from Cornwell's. Please RSVP before March 4, 2013, as vendor space is again reserved as requests are received. Your application is enclosed with this letter. Please note on the application whether or not you will need electricity, a table, and seating. If you have any questions, please call me or Rodna Stealy at 269-781-0846.

Please also note that we will be charging vendors an exhibitor fee for their participation in order to help defray the cost of publications, advertising, food, and transportation services. A free lunch will be available for guests and registered vendors. The exhibitor fee has not increased.

Once the RSVP period has passed, we will send each vendor confirmation of their participation, directions to Marshall Middle School—its gymnasium, and set-up information.

We look forward to seeing you at the 4th Annual **Marshall Area Senior Fair**!

Sincerely,

Carl A. Gibson, Manager
Office of Senior Services

4th Annual **MARSHALL AREA SENIOR FAIR**

Thursday, April 4, 2013 10:00AM to 1:30PM

Marshall Middle School, 100 E. Green St, Marshall 49068

A Partnership of Calhoun County Senior Services, City of Marshall, and Oaklawn Hospital

Organization/Company: _____

Contact Name: _____ Telephone: _____ / _____

Email Address: _____

Type of Service You Provide: _____

Company Address: _____ City: _____ Zip: _____

Will you require electricity? - - - - - _____ Yes _____ No

Will you need a table (we will have 2 ½ ft x 8 ft tables)? _____ Yes _____ No

Will you need chairs? - (indicate how many) _____ Yes _____ No

Comments: _____

You may fax this form to 269-781-0770 to confirm a space as long as payment is received two weeks prior to event.

FEE (per table space): **Nonprofits**, please include a check for **\$25.00**.
For-profits, please include a check for **\$50.00**.

Please return this application with your check made out to:

Calhoun County Senior Services 315 West Green Street, Marshall, Michigan 49068

Note:

- Individual Exhibitor Door Prizes are not required, but your organization may offer one at your table. Event door prizes will be drawn for Marshall 'Chamber Bucks.'
- This Senior Fair supports a variety of services that complement a senior's Independence, Self-Respect, and Healthy Living – physical, mental, spiritual, financial, and social well-being. As such, it is not exclusive to health/medical concerns. Sponsors reserve the right to limit the number of entries in a service area if it is deemed there is too much duplication.
- The Senior Fair highlights those services available to older adults in the eastern half of Calhoun County, but people of all ages and all communities are welcome to attend.

This form can be found at www.calhouncountymi.gov/seniorservices